

June 4, 2009

Tuck Tinsley III, Ed.D.  
President  
American Printing House for the Blind  
1839 Frankfort Avenue  
PO Box 6085  
Louisville, KY 40206-0085

Dear Tuck:

After some eighty years the American Foundation for the Blind has decided to discontinue the overall holdings of the M.C. Migel Library as we move to smaller quarters and refocus our mission and vision for the future. We will continue to preserve the Helen Keller Archives and the Migel Rare Book Collection but will be making our collection of more than 30,000 volumes (14,000 unique volumes) available to a qualified organization in the blindness field.

The Migel Library comprises one of the world's largest collections of print materials on the non-medical aspects of blindness. The collection, which dates from the 19<sup>th</sup> century through the present day, includes books, monographs, doctoral theses, and significant materials about blindness and visual impairment, including a small collection of audio and video materials. A fuller description of the Migel Library holdings is attached.

Given the extensive size and long history of this eminent collection, AFB is seeking to place the collection in a space that is available to the public and at a location that will be sustainable into the 21<sup>st</sup> century and beyond. If you are interested in acquiring the M.C. Migel Library, we invite you to submit a brief statement explaining why you are interested in acquiring the collection. We will select a recipient on the basis of this statement and on your responses to the following questions:

- What is the size and location of space you have available to house the collection?
- What provision will be made for the security and safety of the collection?
- How will you allow for public use, either by appointment or via mail circulation?
- How will you provide access to the collection for blind and visually impaired patrons?
- How will you maintain and sustain the collection, including the availability of library personnel?

## **Description of the M.C. Migel Memorial Library**

For over 80 years, the M.C. Migel Memorial Library has been providing scholars, researchers, practitioners, students, and consumers with a centralized source of materials related to blindness and visual impairment. Today, the Library contains more than 30,000 items (14,000 unique items).

### **History**

The history of the M.C. Migel Memorial Library at the American Foundation for the Blind dates back to 1926 when the AFB library was founded at the urging of AFB's first Executive Director, Robert B. Irwin. By 1928, the Library's holdings included 800 volumes, numerous pamphlets, and manuscripts. The Library was renovated and named in honor of AFB's first President, M.C. Migel, in 1963. At that time, the collection consisted of approximately 25,000 items: books and periodicals concerned with blindness and work for the blind; books by or about blind persons; novels featuring blind characters; and sociological, psychological, and technical works addressing various aspects of blindness.

### **Holdings**

Today, the M.C. Migel Memorial Library remains one of the largest and most important reference and research collections on the non-medical aspects of blindness and visual impairment in the world. The Library collection houses many out-of-print and historic materials including many titles that are hard to find and offer valuable historical information. Among its holdings are early Annual Reports and periodicals from every major blindness organization.

The extensive collection includes items on important topics in blindness and visual impairment including Aging, Orientation and Mobility, Education, Employment, and Rehabilitation. The collection features the works of Helen Keller and a large section of literature written about Miss Keller. The Library also houses a copy of virtually every publication that AFB has published, including current books published by AFB Press. It includes a complete set of leather-bound copies of Outlook for the Blind, New Outlook for the Blind, and Journal of Visual Impairment and Blindness (1906 to the present). The Library also contains a collection of items relating to deaf-blindness, fictional titles that feature blind or visually impaired characters, and children's books that touch on blindness and visual impairment.

This unique concentration of titles serves as a political, social, and educational chronicle of blindness in western civilization from the late 19<sup>th</sup> century through the present. The collection consists of a wide array of formats including books, periodicals, monographs, doctoral dissertations, research reports, conference proceedings, pamphlets, and journals dating back to the 1800's. The collection is mostly print books written in English, although there are items written in other languages, and there is a small collection of audio and video materials.

### **Classification and Catalog**

The collection is cataloged using the Library of Congress Classification System. The catalog database will be made available along with the physical collection. The data contain up to 40 fields of information describing each item including Library of Congress call number (class), title, subtitle, author and edition, place of publication, publisher, publication date, and subject. Most records have approximately twelve completed fields.

An online version of the Migel Library Card Catalog can be accessed by visiting [www.afb.org/cardcatalog](http://www.afb.org/cardcatalog). The online catalog, which is fully accessible to people with vision loss, was created for the use of AFB staff and searches only a small subset of fields from the full catalog database.

Please note: The online catalog includes some titles that are not part of the current Library offer. Volumes from the Migel Rare Book Collection and the Helen Keller Collection will continue to be housed at the American Foundation for the Blind. The catalog includes records from earlier card catalogs that do not always comply with current cataloging standards. Earlier records may not reflect contemporary language or usage.

June 2009



American Printing House  
for the Blind, Inc.

Attachment B

July 15, 2009

Carl Augusto  
American Foundation for the Blind  
11 Penn Plaza, Suite 300  
New York, NY 10001

Dear Carl:

We believe the American Printing House for the Blind is the logical destination for the M.C. Migel Library holdings. Our staff is excited about the chance to continue AFB's legacy of collecting significant materials for the benefit of the "blindness bizz," as our field is referred to by a famous leader and friend. APH's national focus, commitment to service to the entire field, administration of the 1879 Act to Promote the Education of the Blind, and 150 years of stability are assets that make us an ideal partner to AFB in advancing its goals.

APH has long had a substantial commitment to research on blindness and the history of people with visual impairments, establishing its research department in 1953. We created the APH Instructional Materials Reference Center (IMRC) in 1970 to provide information about the availability of transcribed textbooks and to develop a professional library for researchers interested in the education of visually impaired students. That library today holds more than 4,000 books, periodicals, and research articles for the benefit of our staff and outside researchers. In addition, APH developed Louis, the Database of Accessible Materials for People who are Blind or Visually Impaired, one of several on-line databases at APH used daily by educators, administrators, and students across the nation.

Underlying these databases is a commitment to share information. We make it easier for those who are blind and visually impaired and those working in this field to find the information and resources they need, whether those are a specific textbook for a student via Louis, helpful tips from Fred's' Head, tactile

graphics from the Tactile Graphics Image Library, and so on. In addition, APH also provides a wealth of information online via its Museum and Barr Library. In 1994, APH opened its history museum, a one-of-a-kind journey through the inventions and inventors that made education of blind children a reality. Today, the APH Museum attracts approximately 6,000 visitors per year to its exhibits, education programs, and performances. Thousands more tour through the museum's traveling exhibits, which are shipped throughout the U.S. for a modest rental charge. Our library and museum, the professional staff that run them, and the technical staff and IT infrastructure that underpin them, provide APH with a unique combination of expertise and facilities that make us an ideal home for the Migel Library.

The facilities in our museum and library are ideal for a moderately-sized library collection. The Barr Library reading room is an elegant, comfortable, and well-lit place to perform important research, or simply read a biography for entertainment. We are prepared to convert a substantial space to securely and safely house the Migel Library, and the museum has space in its archival vault to protect the more fragile items in the collection.

Beyond our proven record of information management and retrieval, APH offers other advantages. Louisville is centrally located, convenient to a large part of the national population, and was tied for fifth in AFB's 2003 survey of America's Most Livable Communities for blind and visually impaired residents. The city also hosts many conventions and meetings which serve the blind and visually impaired community such as ACB, NFB, AHEAD, AER, and multiple smaller organizations that meet annually as a part of the APH Annual Meeting. The meetings make a side trip to APH to use the Migel Collection convenient and opportune. In addition, pre-service teachers at several universities with programs for teachers of the visually impaired make annual visits to APH.

Attached you will find our formal response to the list of questions in your letter. I hope you agree that APH is the most appropriate future location for your M.C. Migel Library.

Best Wishes,

Tuck Tinsley III, Ed.D  
President  
American Printing House for the Blind

### **1. Size and Space to House Collection**

APH will remodel a 1600 square foot space within our facility at 1839 Frankfort Avenue in Louisville to house the "stacks" or shelved library storage of the "AFB M.C. Migel Memorial Collection." The space will feature fireproof construction materials, including sealed concrete floors and external walls, and steel studs/drywall internal walls. The area will be environmentally controlled year round. It will be lit with UV filtered fluorescent lighting. There will be no exposure to natural light. Access to the collection will be provided in the reading room of the APH Barr Library. The Barr has 650 square feet of well-lit, attractive reading space including study carrels, reading tables, and two computer stations, with adequate space for as many as ten patrons.

### **2. Provisions for Security and Safety**

The AFB M.C. Migel Memorial Collection will be housed in a safe, secure area constructed from fireproof materials. Physical access to the library stacks will be restricted to approved APH personnel only. Patrons and researchers will use finding aids located on-line and in the APH Barr Library to locate needed library materials. APH staff will retrieve the materials from the stacks and bring them to patrons in the reading room of the Barr Library. Access to the stacks will be highly restricted. Key control protocols developed to control access to the company's museum storage will be observed. Note that materials of a particularly significant, fragile, or historic nature may be stored in our archival vault in the APH Museum. This area features advanced climate controls providing highly stable temperature and humidity.

The APH plant is protected by electronic perimeter security and a system of internal and external cameras monitored from security stations. A security guard monitors the building during off hours. A system of security procedures in the reading room will allow patrons to comfortably use the collection while protecting it from thieves. All patrons will be required to agree to a patron code of conduct. Food and drink will not be allowed in the reading room. Coats, bags, and briefcases will not be allowed in the reading room. A driver's license or other ID will be left with the reference librarian before any materials will be pulled from the stacks. Note that APH will destroy all records of users and the nature of the materials they reviewed once the materials have been reshelfed.

### **3. Allowances for Public Use**

The AFB Migel Memorial Collection will be open to the public 8:30 am to 4 pm, Monday-Friday. Walkup patrons will be welcome, although appointments will be encouraged to speed delivery of desired materials to the reading room. Electronic and manual finding aids will be located in the reading room of the Barr Library and available on-line at the APH website. Patrons will request materials, and they will be brought to the reading room by APH staff on mobile book carts. If a researcher will be working on a collection for some time, with approval from APH, their materials may be stored on a cart assigned for their use until their project is complete. Materials can be photocopied and scanned as long it will not damage the items. Permission to photocopy the collection,



therefore, is offered at the discretion of APH staff. Some materials may not be suitable for reproduction. A system of reasonable fees for photocopying and scanning will be developed and published. Long-term, it is the goal of the American Printing House to make more of its collections available on-line. Partnering with such projects as Google Book Search, we want patrons to make use of highlights from the AFB Migel Memorial Collection from their own home or office computer.

#### **4. Accessibility for Blind and Visually Impaired Patrons**

The APH plant is fully accessible. The building is located directly on a popular city bus route. Our neighborhood boasts accessible street crossings and sidewalk cuts. Our walkways and entrances were redesigned in 2008 to allow all visitors to enter the building on the same accessible pathways. Wheelchair accessible corridors and elevators allow guests to reach the Barr Library reading room. The Barr Library is currently equipped with two computer stations to study the catalog, both feature Window Eyes and Zoom View. A Clarity Deskmate video magnification system is available for low vision users. APH has a number of similar hand-held and desktop magnifiers in production which are also usually available. As a part of this project, APH intends to purchase a book edge scanning system, which will facilitate the conversion of the most popular and/or significant materials in the AFB Migel Memorial Collection into files that can be used both off-site or in the library. That conversion will proceed at the same rate that other collections owned by the company are converted.

#### **5. Maintenance and Sustenance of the Collection**

APH currently has eight American Library Association certified-MLS/MLIS librarians on staff. These staff will form a critical core of expertise as we work to process and incorporate the AFB Migel Memorial Collection into the APH holdings. In addition, APH plans to contract one full time librarian for one year to work exclusively on the Migel materials. Library schools at the University of Kentucky and University of Indiana are a fertile source of college interns for our processing needs. Initially, that work will involve a review of the collection's documentation, and individually reviewing each item and its physical condition. Once documentation and condition issues are resolved, individual areas of interest within the collection will be assessed, and recommended bibliographies and pathfinders for each section prepared. Finally, we will need to develop a collections development policy designed to fill critical holes and complement strengths. Reference services will be provided initially by our present staff, on a schedule prepared by the staff of the APH Barr Library.

#### **6. Integration within APH Collections**

APH currently manages a number of different collections administered under the umbrella of its library, archives, and museum. The Barr Library collects in the areas of tactile graphics, braille, low vision, early childhood development, technology, tests and assessments, and multiple disabilities. Its emphasis is on current literature. The APH Museum collects archival material and monographs documenting the history of education for the blind in the U.S. as well as the history of the Printing House. Within

the museum are two other distinct collections, the AER Warren Bledsoe Orientation and Mobility Archives, and the Braille Authority of North America Archives. The AFB Migel Memorial Collection will be a fifth major collection administered within the APH operation. The collection will be administered from within the company's library and museum, but stored, described, and promoted as an individual collection which supports its areas of specialty. The Migel Collection will be physically segregated from other APH collections, but researchers will have the opportunity to use materials from all the collections through reading facilities in the APH Barr Library.

APH intends to manage the AFB Migel Memorial Collection as a "living collection," continuing to grow the collection. Where it shares interests with the Barr Library, those materials will be compared and evaluated. Some materials may be transferred to other libraries or sold to eliminate unnecessary duplications. Decisions on deacquisitions and disposals will be made based upon collections development policies of the Migel and Barr libraries, which will maintain their separate identities and scope, and the best interests of our patrons.

## **7. Recognition of AFB Origins**

All catalog records will reflect the collection as the AFB Migel Memorial Collection. A plaque in the APH Barr Library will commemorate the identity of the collection and give some brief historical information about the collection's origins. A page on our website will explain and describe the collection's origins and serve as a portal to the electronic catalog. The collection will be promoted through focused marketing and publicity. Use of material from the collection in published sources will require the use of the credit line, "AFB Migel Memorial Collection, American Printing House for the Blind."

## **8. Transportation Arrangements**

There are a number of professional library moving companies. APH intends to contract with one to perform the move. Once an agreement to transfer the collection is approved, APH will put the move out for bids.

## **9. Financial Compensation**

APH will designate a budget of approximately \$160,000 for the first year of operation of the AFB Migel Memorial Collection and substantial budgets in subsequent years for collection development, digitization, restoration/conservation, binding, staff, equipment, supplies, etc.

Additionally, APH offers \$50,000 to AFB for the collection. This price includes the shelving currently used for the collection. It also includes, for the continued development of the AFB Migel Memorial Collection, one copy of each future publication of AFB Press and access to any digital files AFB makes of its publications.



July 29, 2009

Tuck Tinsley III, Ed.D.  
President  
American Printing House for the Blind  
1839 Frankfort Avenue  
PO Box 6085  
Louisville, KY 40206-0085

Dear Tuck,

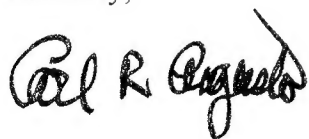
We are happy to inform you that APH's excellent proposal for housing the AFB Migel Memorial Library was determined to best meet the criteria established in the June 14 RFP. Your detailed plans for housing, securing, and making the library accessible to both sighted and visually impaired users were outstanding. Your plans to maintain and sustain the collection, including dedicating one full-time librarian for the first year, also played a large part in our decision-making process.

AFB will be happy to share in the "life" of the Migel Collection at APH by depositing a copy of each new AFB Press title upon publication.

Please have your staff be in touch with Maureen Matheson to begin making arrangements for the move and for the formal transfer of the Library to your organization.

On behalf of AFB and the "blindness biz," I want to thank APH for its commitment to maintaining the Migel Library as one of the world's largest collections of materials on the nonmedical aspects of blindness and visual impairment.

Sincerely,



Carl Augusto  
President & CEO